



2020 Open Enrollment (May 4 – 20, 2020)

How Do I Confirm My Benefit Selections/Submissions For The New Plan Year Beginning July 1, 2020?

Important: The State of Delaware Statewide Benefits Office (SBO) is not able to view or confirm your benefit selections/submissions for you.

- **Health, Dental and Vision Plans:** A confirmation email will be sent to your preferred email address, if there is an email on file for you under Personal Information in State of Delaware Employee Self-Service (ESS). Keep a copy of the email for your records. **Note:** The email will not include your benefit selections. The day after you complete your selections in State of Delaware Employee ESS, click *Benefits Summary* in State of Delaware ESS to view and confirm that your benefit selections are correct (refer to page four of the [Open Enrollment Self-Service Guide](#)).
- **Spousal Coordination of Benefits (SCOB) Form:** A confirmation email will be sent to your preferred email address, if there is an email on file for you under Personal Information in State of Delaware Employee Self-Service (ESS). Keep a copy of the email for your records. **Note:** The email will not include the details from your form. You can *View Form History* in State of Delaware Employee Self-Service (ESS) to view a list of all your completed forms by date (refer to page four of the [SCOB Self-Service Guide](#)).
- **Flexible Spending Account (FSA) Plan:** Save a copy of the confirmation page on the ASIFlex website for your records. View page three of the [ASIFlex Online Enrollment Guide](#) for instructions. Contact [ASIFlex](#) directly with questions or concerns regarding enrollment in the FSA Plan. **Note:** Your FSA selections for the new plan year will be displayed in the *Benefits Summary* of State of Delaware Employee Self Service (ESS) following the close of Open Enrollment.
- **Accident & Critical Illness Insurance and State Group Universal Life (GUL) Insurance:** A confirmation email of your coverage request will be sent to you, if you enter an email address and select the box "I would like to receive an email confirmation of my request" on the *Review & submit* page of Securian Financial's website:

Email notification

☐ I would like to receive an email confirmation of my request.

Email address

You may also view your enrolled coverage on the home page of Securian Financial's website. Contact [Securian Financial](#) directly with questions or concerns regarding enrollment.

Note: Your selections may show as "Pending" on the Securian Financial website until they have processed your benefit coverage, at which time the Status will change to "Active." Your selections will not be reflected on the *Benefits Summary* in State of Delaware Employee Self-Service (ESS).